



City of Woodland

COMMUNITY DEVELOPMENT DEPARTMENT
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April 17, 2008

State of California
Department of Housing and Community Development
Housing Policy Department
1800 3rd Street
Sacramento, CA 95811-6942

HOUSING POLICY
DEVELOPMENT/HCD

APR 22 2008

SUBJECT: General Plan Annual Progress Report

Dear Department of Housing and Community Development:

Please find attached the City of Woodland's General Plan Annual Progress Report for the two-year period of July 1, 2005 – June 30, 2007. The Annual Progress Report was reviewed by the Woodland City Council at its April 15, 2008 meeting and a copy of the Report will be submitted to the Governor's Office of Planning and Research.

Sincerely,

Dan Sokolow – Associate Planner
530-661-5927, Email dan.sokolow@cityofwoodland.org

Attachment

General Plan Annual Progress Report

General Plan/GP Annual Report 1Jul05 - 30Jun07 HCD Cover Ltr 17Apr08

GENERAL PLAN ANNUAL PROGRESS REPORT
JULY 1, 2005 THROUGH JUNE 30, 2007

DATE: APR 23 2008

PURPOSE AND CONTENT OF REPORT

Section 65400(b) of the State of California Government Code requires planning agencies to provide an annual report to their legislative body, the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation. The four basic purposes of the annual report are as follows:

- To provide information to assess progress on implementation of the general plan in accordance with the stated goals, policies and implementation measures.
- To provide information to identify necessary course adjustments or modifications to the general plan as a means to improve implementation.
- To provide a clear correlation between land use decisions made during the reporting period, and the goals, policies and implementation measures in the general plan.
- To provide information regarding local agency progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing.

This report covers the period from July 1, 2005 through June 30, 2007, and contains the following sections:

- Assessment of Regional Housing Needs and Efforts to Remove Governmental Constraints – Annual Housing Element Progress Report (Only a brief summary of the “Annual Progress Report on Implementation of the Housing Element” is included in this report.)
- Agency Initiated Planning Applications
- General Plan Amendments
- Priorities for Land Use Decision Making (Financial Implementation of the General Plan)
- Other Projects During the Reporting Period
- Implementation Program Status Review

REGIONAL HOUSING NEEDS AND REMOVAL OF GOVERNMENTAL CONSTRAINTS

Detailed discussion regarding the City's progress toward meeting regional housing needs and mitigation of governmental constraints, as identified in the housing element, will be provided in the 2008 Housing Element Update. Only a brief summary of the Annual Progress Report on Implementation of the Housing Element is included in this report.

Regional Housing Needs

The Sacramento Area Council of Governments (SACOG) issued its Final Regional Housing Needs Plan on September 20, 2001 in which the City was allocated its “fair share” of the region's projected housing needs by household income group over the planning period from January 1, 2000 through June 30, 2007, a 7 ½ year planning period.

The following table provides an assessment of the City's progress toward meeting its allocation through June 30, 2007. The City exceeded its housing needs for low-income households, nearly met its housing needs for above moderate-income households, and did not meet its housing needs for very low- and moderate-income households. The 156-unit Terracina Spring Lake Family Apartments which provides affordable housing for 85 very low- and 71 low-income households was not completed during the reporting period (January 1, 2000 – June 30, 2007) and is therefore not included in the following table. However, the development was permitted during the reporting period (2006) and completed in December 2007.

Woodland Regional Housing Need Allocation Addressed Through June 30, 2007

Housing Period	Very Low-Income	Low-Income	Moderate-Income	Combined-VL, L & M	Above Moderate	Total Units
1Jan00 – 31Dec00	28	278	0	306	13	319
1Jan01 – 31Dec01	0	0	0	0	106	106
1Jan02 – 30Jun02	0	0	0	0	70	70
1Jul02 – 30Jun03	11	4	11	26	297	323
1Jul03 – 30Jun04	12	36	0	48	395	443
1Jul04 – 30Jun05	18	4	0	22	131	153
1Jul05 -30Jun06	12	117	0	129	69	198
1Jul06 – 30Jun07	0	0	13	13	45	58
Total	81	439	24	544	1126	1670
RHN Allocation	643	389	580	1,612	1,229	2,841
% of Need Met	12.6%	112.9%	4.1%	33.7%	91.6%	58.8%

Mitigation of Governmental Constraints:

Land Use Controls – General Plan, Zoning and Municipal Code Amendments

- Ordinance 1441 – Amending Chapter 25 of the Municipal Code related to the provision of density bonuses. The ordinance brings the City in compliance with changes to the State law requirements for density bonuses. Adopted in 2005.
- The City Council in 2005 amended Chapter 7 of the Downtown Specific Plan in order to allow housing projects in the 27 acre Gateway Revitalization Area. A housing density of 10 to 30 units per acre was established.

Growth Controls/Growth Management

While no changes occurred in this area, it should be noted that the City amended its growth policy 1.A.7, on May 17, 2005, to state that residential growth shall occur at an even and reasonable pace so that single family residential construction in new planned residential neighborhoods does not exceed 5,000 houses by the year 2020 per approved Specific Plans. The intent is to encourage growth to progress at a reasonable and even pace, but not to limit infill and multi-family development. This provision is commonly referred to as the BUA (Building Unit Allocation) process.

This cap applies primarily to the Spring Lake Specific Plan area, where it is anticipated that approximately 5,000 new single family units will be constructed by the year 2020. It also affects any newly annexed residentially zoned land. The effect is that the cap would prohibit new residential development until after 2020, or would require amendment of the General Plan policy.

On/Off Site Improvement Requirements

The Sacramento Area Council of Governments (SACOG) awarded the City a \$494,000 Community Design Program grant for the Casa Del Sol Mobile Home Park affordable housing project on March 16, 2006. The grant funding will be used to assist with the off-site/streetscape improvements required for the project. These improvements include the construction of a new bus stop, shelter, and turnout; street lights; sidewalks; curbs; gutters; fencing; and landscape buffers.

Development Fees

Affordable projects as well as the affordable units in market rate projects that contain a minimum amount of affordable housing are eligible for a deferral of City Development Impact fees and the waiver of Building Permit and Plan Check fees.

Processing and Permit Procedures

No changes to the processing and permit procedures occurred during the reporting period, July 1, 2005 – June 30, 2007.

Persons with Disabilities

While changes did not occur in this area during the reporting period, July 1, 2005 – June 30, 2007, it should be noted that the City amended its Municipal Code in July 2004 to add Section 25-21-85, Reasonable Accommodation for Persons with Disabilities. The Ordinance establishes a process and set of criteria for reviewing reasonable accommodation requests for persons with disabilities.

Infill Development

The City is in the process of revising the downtown parking standards. Evaluation of new urban-based standards and the potential use of parking in-lieu fees are being considered. It is anticipated that the parking standards will be adopted by the City Council in Spring 2008.

AGENCY INITIATED PLANNING APPLICATIONS JULY 1, 2005 – JUNE 30, 2007

The following is a list of projects undertaken by the City toward implementation of policies and actions in the General Plan. Many of the projects involve studies, plan updates or construction of new community facilities that are either complete or in progress.

Urban Limit Line/Citywide Agricultural Mitigation Program.

*GP Policy 1.1 in the General Plan, under Growth and Development, states:
The City shall undertake a study to identify the location of a permanent urban limit line for the east and south. The study shall also identify funding sources for implementing a permanent urban limit line, including mitigation fees for development on Agricultural land.*

The City Council decided to end work on the Urban Limit Line (ULL) in October 2005. Subsequently, voters approved an initiative in June 2006 that sets an urban growth boundary (ULL). Implementation of the voter approved initiative requires the City to reevaluate residential land use densities, housing policies, and zoning to determine the potential for increased densities for both infill sites and undeveloped land within the ULL.

Davis/Woodland Water Supply Project

The project would provide treated surface water from the Sacramento River to the Woodland and Davis communities and UC Davis. In November 2007, the City Council adopted and certified the EIR for the Water Supply Project (after the Davis City Council adopted and certified the EIR in October 2007). Completion of an EIR for this project allows the project partners (Woodland, Davis, and UC Davis) to pursue obtaining water rights permits.

Street Improvement Master Plan

The current Master Plan is from 1998, and a major update is in process with anticipated completion in Spring/Summer 2008. The Master Plan uses revised traffic counts to update the traffic model, which projects future traffic patterns based on buildout land use estimates and resulting level of service (LOS), and develops a future project list and evaluates policy considerations and project priority.

Community/Senior Center

The new 51,000 square foot Community and Senior Center opened in March 2007 and includes a community park and sports park complex. The Center provides additional recreation and meeting space for the community. A two-acre dog park was opened adjacent to the facility in March 2008.

I-5 and CR 102 Improvements

A traffic signal was installed and other improvements were completed on the south side of the I-5 and CR 102 intersection in 2007.

SR 113 to I-5 Connection

Caltrans is expected to complete the design in 2008 and is in the process of acquiring right-of-way for the project.

Urban Forest Master Plan

The City was awarded a \$31,000 grant from the California State Department of Forestry and Fire Protection in January 2008 to prepare a comprehensive inventory of all public trees within City right-of-ways. The grant funds will be combined with funding previously approved by the City Council. The inventory is a key element toward full development of the City's Urban Forest Master Plan.

Yolo County NCCP/HCP Joint Powers Agency (JPA)

The JPA acquires Swainson's hawk habitat conservation easements and serves as the lead agency for the preparation of a countywide Natural Communities Conservation Plan/Habitat Conservation Plan (NCCP/HCP). The City is a full participant in the multi-agency effort that consists of Woodland, Yolo County, Davis, West Sacramento, and Winters for the Swainson's hawk conservation easements, primarily for Spring Lake mitigation, and completion of the NCCP/HCP.

GENERAL PLAN AMENDMENTS

Agency Initiated:

No General Plan Amendments initiated by the City were approved during the reporting period, July 1, 2005 – June 30, 2007.

Applicant Initiated:

Voters approved an initiative in June 2006 that sets an urban growth boundary (urban limit line).

Petitions Accepted:

Gibson/Ogden Development Project

The Planning Commission accepted a petition in November 2006 to consider a General Plan Amendment (GPA) to change the land use designation from Public Service (PS) to Medium Low Density Residential (MLDR). In March 2008, the Planning Commission recommended approval of the GPA to the City Council. The project would result in 90 single family lots including 9 lots for affordable units.

PRIORITIES FOR LAND USE DECISION MAKING (FINANCIAL IMPLEMENTATION OF THE GENERAL PLAN)

The public projects in the General Plan are financed through the City's annual budget and multi-year capital financing plan.

Budget

The budget serves as the City's primary financial document to guide the City Council and staff through the coming fiscal year. It outlines the major priorities and projects that the City will undertake. It reflects staff time for city programs and services, contracts for maintenance and major construction projects, as well as needed materials and supplies. Citywide expenses were budgeted at \$132.2 million for Fiscal Year 2006 – 07.

Citywide Capital Budget

Citywide capital expenditures were budgeted at \$43.2 million for Fiscal Year 2006 – 07. Major expenditures included the Community and Senior Center construction, Community and Senior Center Phase 2 construction, and Wastewater Treatment Plant expansion and upgrade to tertiary level treatment.

OTHER PROJECTS DURING THE REPORTING PERIOD

Other projects during this reporting period have implemented policies and actions in the General Plan. Many of these projects have focused on economic development including both new and rehabilitation efforts, and include but are not limited to the following:

- Woodland Gateway: The 525,000 square foot freeway oriented commercial center on 55-acre site is located at the southeast corner of CR 102 and I-5. Costco, an anchor tenant, opened on February 22, 2008 and Target, another anchor tenant, is under construction with the walls and roof nearly complete. A number of in-line and satellite stores have shown interest in locating within the center.
- Spring Lake Specific Plan (SLSP): More than 1,000 acres south of Gibson Road and west of CR 102. There have been multiple amendments since initial approval. City staff has been meeting with Spring Lake developers to discuss the second release of building unit allocations and infrastructure financing. To address concerns over infrastructure costs, staff has begun discussions with the developers to identify essential infrastructure for each of their developments, a "pay as you go" approach for infrastructure financing. Staff is also reviewing the major infrastructure components and assessing whether cost

reductions can be achieved through redesign. The infrastructure financing discussions continue within the City and with the developer working group.

- Hampton Inn & Suites: New 65 room, 3-story hotel on Freeway Drive (near the CR 102 and I-5 intersection) opened in 2007.
- Woodland Park Specific Plan: The site of approximately 880 acres is located in the northeast industrial area of Woodland; a portion of the site lies outside the City Limits. The CEQA analysis and processing of the project are on hold until the City receives an updated flood model analysis in order to determine the buildable land within the project boundaries.
- Crossroads Center: Remodel of previous K-Mart building and adjacent buildings completed in 2006-2007 period.
- Gibson Plaza Shopping Center: Construction completed in 2007 for final phase of 112,774 square foot neighborhood shopping center on 12.57 acres located at the northeast corner of the East Gibson Road and Pioneer Avenue intersection and all of the new commercial suites except for one in the final phase have been occupied.
- Matmor Industrial Park: 110,175 sq ft industrial and mixed use warehouse/office/research complex located at the northeast corner of Matmor Road and Cannery Roads. Buildings for the first phase, approximately 61,000 square feet, were completed in 2007 and a portion of them are occupied.
- Sycamore Pointe Shopping Center: Construction completed in 2006 of 16,917 square foot retail building between Big 5 and Food for Less.

IMPLEMENTATION PROGRAM STATUS REVIEW

The attached table summarizes the City's efforts in carrying out General Plan implementation programs. The City has made significant progress toward meeting its extensive implementation programs.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Growth and Development			
1.1- The City shall undertake a study to identify the location of a permanent urban limit line for the east and south. The study shall also identify funding sources for implementing a permanent urban limit line, including mitigation fees for development on Agricultural land.	Community Development Department Planning Commission City Council	FY 02-03	The City began studies of the proposed Urban Limit Line boundaries and Agricultural Mitigation for new development areas, but the City Council decided to end work on the ULL in October 2005. Voters in June 2006 approved a ULL that sets an urban growth boundary.
1.2- The City shall formally request Yolo County to revise the Woodland Area General Plan Urban Development Policy consistent with the adopted Woodland General Plan.	City Council	FY 02-03	Coordinate with Yolo County on their General Plan update effort. Will likely occur in FY 08-09.
1.3- The City shall monitor housing growth and regional growth projections and report annually to the City Council regarding the need to take any action on limiting single-family construction in new residential neighborhoods so as not to exceed the growth and housing projections Policy 1.A.7.	Community Development Department	Annually	The City's Growth policy was amended in May 2005. New language added a growth cap of 5000 dwelling units by 2020 in new development areas. Infill development is excluded from the cap. Annual review of growth will be included in this annual report.
Residential Development			
1.4 – The City shall monitor available residential land supply and development proposals to ensure that an adequate supply of land in a range of densities is maintained.	Community Development Department City Council	Ongoing	This will be included in the 2008 Housing Element.
1.5 – The City shall review and amend the Zoning Ordinance to reflect the multi-family development guidelines included in Policy 1.B.8.	Community Development Department City Council	FY 02-03	Multi-family design criteria were included in the Design Standards update approved on April 6, 2004.
New Residential Neighborhoods			
1.6 – The City shall prepare residential design guidelines to promote walking, bicycling, and	Community Development Department	Completed 2001	The adopted citywide design standards in April of 2004. Design standards for

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
transit use and access			the Spring Lake Specific Plan were adopted in 9/22/03.
Neighborhood Conservation and Enhancement			
1.7 – The City shall continue to implement the Woodland Improving Neighborhoods (WIN) neighborhood services team to provide for better communication with existing neighborhoods and create an institutional framework for directly responding to neighborhood concerns.	WIN Neighborhood Services Team City Council Police Department	Ongoing	This is a multi-departmental proactive program that targets identified areas in the City to address physical Code Issues/ Public Improvements/ and Crime. The three departments working together on effort include Police, Code Enforcement, and Redevelopment. The City is seeking funding for the Neighborhood Enhance Program.
1.8 – The City shall provide continuing education, within available resources and in cooperation with local nurseries, for residents regarding tree care and maintenance, particularly for trees with special requirements and problems (e.g. oaks, elms).	Public Works Department	Ongoing	City Tree Maintenance Staff will meet with residents when there are questions and may refer them to local nurseries.
1.9 – The City shall promote the development of a community based tree group that promotes citizen action and environmental stewardship through planting and caring for trees.	Public Works Department	Ongoing	The City endorses the Greenprint Plan, works with the local Woodland Tree Foundation, and was awarded a \$31,000 grant from the State in January 2008 to prepare a comprehensive inventory of all public trees within City right-of-ways. The inventory is a key element toward full development of the City's Urban Forest Master Plan.
1.10 – The City shall institute a sidewalk repair program to identify funding sources for ongoing sidewalk repair and maintenance.	Public Works Department Finance Department	Completed 1998	Sidewalk Repair, Maintenance and ADA Improvements are addressed in every development and capital project.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
1.11 – The City shall investigate methods of enhancing funding sources for ongoing street tree replacements and maintenance.	Public Works Department Finance Department	Ongoing	CDBG funds are used to implement sidewalk repair in low income neighborhoods. City offers up to a \$75 rebate to certain property owners who plant a street tree. Information regarding rebates are provided on the City's web site.
1.12 – The City shall reinstitute Annual Cleanup Day, whereby the City will provide for free bulk waste collection.	Public Works Department City Council	Completed 1997	The City contracts with Waste Management for collection and recycling services. A bulk waste collection was held in FY02. At that time it was found that the cost to provide the program did not provide effective use of funds. Since the time this implementation measure was written, many more recycling and drop off resources have become available to the community. As a result, the City utilized funds for public outreach and education services.
1.13 – In conjunction with local organizations, the City shall conduct Arbor Day programs.	Public Works Department Tree Commission	Annually	City assists the Urban Forestry Commission in this effort.
1.14 – the City shall develop and maintain a street tree planting list and planting guidelines. Specific plans and development improvement plans will be generally consistent with the street tree planting list and guidelines and formally approved jointly by the Community Development Department and Public Works Department.	Public Works Department Community Development Parks, Recreation, and Community Services	Completed	As part of the Spring Lakes Specific Plan, a comprehensive street tree list and planting guidelines were prepared. The city's Standard Specifications include tree and shrub planting details. The City has a Master Street Tree Planting List that can be found on the City's web site. Includes tree

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Commercial Land Use			descriptions and planting guidelines.
1.15 – The City shall prepare commercial development design guidelines to promote walking, bicycling, and transit use and access.	Community Development Department City Council	Completed 2001	The standards were adopted in April 2004.
Downtown			
1.16 – The City shall seek funding sources to enhance and expand tree planting and landscaping in the Downtown Area.	Community Development Department Public Works Department Redevelopment Agency	Ongoing	The Woodland Tree Foundation has been working toward obtaining additional grant fund for additional new trees on Main Street. Decorative palm trees and street trees were added to the corner of East and Main street in front of the Weisman building. Multiple funding sources were used.
1.17 – The City shall develop and implement an overall downtown parking strategy, consistent with the <i>Downtown Specific Plan</i> .	Downtown Parking Committee Public Works Department Traffic Safety Committee Community Development Department Redevelopment Agency	FY 07-08	The Downtown Specific Plan was approved in March 2003. City is in the process of revising the downtown parking standards. Evaluation of new urban based standards and possible use of in-lieu fees are being considered. Anticipated completion Spring 2008.
1.18 – The City shall implement and enforce the provisions of the Downtown Specific Plan.	Community Development Department Public Works Department Redevelopment Agency Woodland Downtown Improvement Association	Ongoing	The City shall continue implementation of policies and standards in the Downtown Specific Plan. An update of the plan is anticipated in the FY 07-08 to FY 08-09 period.
1.19 – The City shall develop and implement an overall safety program for Downtown.	Woodland Downtown Improvement Assn Police Department Community Development	FY 03-04	Project on hold as the Property Based Improvement District (PBID) District has not been formed; however, City continues to provide baseline service.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
East Street Corridor	Department City Council Redevelopment Agency		
1.20 – The City shall prepare and maintain a specific plan for the East Street Corridor to implement the goals and policies of the General Plan and Redevelopment Agency and promote economic development in Woodland.	Community Development Department City Council Redevelopment Agency.	Adopted 1998 Ongoing	Update of East Street Corridor plan on hold because of budgetary issues. An update to the land use table was provided in FY 04 to restrict single family uses to promote the commercial development of the East Street Corridor planning areas D and E and achieve greater internal consistency with the goals and purposes of the document..
Landscape			
1.21 – The City shall continue to seek ways to enhance permanent funding sources for the maintenance of street trees and other landscaping.	City Manager City Council Finance Department Parks and Recreation Department Public Works Department	Ongoing	New development areas are required to form Landscape and Lighting districts for ongoing maintenance.
Housing Chapter 2	Reviewed Separately		
Street and Roadway System			
3.1 – The City shall update and maintain the <i>Street Master Plan</i> consistent with the updated General Plan.	Public Works Department City Council Traffic Safety Commission	Completed 1998 Ongoing Maintenance	Major update currently in process. Anticipated completion in Spring 2008.
3.2 – The City shall complete a study of alternatives for completing the SR 113 to I-5 connection, consistent with the updated General Plan.	Public Works Department Community Development Department City Council	Completed 1998	Primary funds for this project will be State and Federal. Caltrans is responsible for the design which is expected to be completed in 2008.

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			Caltrans is in process for right-of-way acquisition.
3.3 – The City shall update the roads portion of the <i>Major Projects Financing Plan</i> .	Public Works Department Finance Department Traffic Safety Commission City Council	Completed 2002	An update of the revised road master plan is anticipated by Spring 2008.
3.4 – The City shall update its road development impact fees consistent with the updated <i>Major Project Financing Plan</i> .	Public Works Department Finance Department Traffic Safety Commission City Council	Completed 2001	City is in the process of reviewing all impact fees, including road development.
Residential Streets			
3.5 – As part of the <i>Street Master Plan</i> update process, the City shall conduct a review of local street widths in connection with planning for major new residential areas to identify the circumstances under which the street width within the existing right-of-way may be reduced to promote a more aesthetic and pedestrian friendly residential environment.	Public Works Department Traffic Safety Commission Community Development Department	Completed 1998	Design work on residential street widths were completed as part of the Spring Lake Specific Plan.
3.6 – The City shall investigate methods of providing for street and sidewalk maintenance in existing neighborhoods.	Public Works Department Community Development Department Finance Department Traffic Safety Commission City Council	Completed 2000	As part of the sales tax initiative, HI funds were allocated for street maintenance and repair. Measure E will continue that funding with approximately 45% of the revenue allocated towards roads. CDBG funds are utilized for sidewalk repair and ADA curb ramps in low income neighborhoods.
3.7 – A part of the <i>Street Master Plan</i> update process, the City shall conduct a review of street design standards and determine the	Public Works Department Community Development Department	Completed 1999	A Traffic Calming program for residential neighborhoods has been adopted.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
appropriateness of incorporating traffic calming methods into these standards.			
Automobile Parking			
3.8 – The City shall work with private property owners and business owners to develop a public-private mechanism for financing the development and maintenance of public parking facilities	Redevelopment Agency Public Works Department	FY 02-03	The Downtown Parking Plan update is programmed in the capital budget. Property based improvement effort is anticipated to have a parking component. The City has received seed money toward a parking structure in the amount of approximately \$95,000 that is allocated toward an elevator in a parking structure.
Non-Motorized Transportation			
3.9 – The City shall revise the <i>Zoning Ordinance</i> to incorporate bicycle parking standards into its parking requirements.	Community Development Department Planning Commission Traffic Safety Commission	FY 02-03	This element will be included as part of a zoning ordinance update. The City has an adopted bikeway Master Plan.
General Public Facilities and Services			
4.1 - The City shall maintain and periodically update the <i>Water Master Plan</i> , <i>Wastewater Master Plan</i> and <i>Storm Drainage Master Plan</i> , based on the updated General Plan.	Public Works Department Planning Commission City Council	As required; Ongoing	Dated updated WMP: 1999 WWMP: 2000 SDMP: 2006
4.2 – The City shall annually review the Major Projects Financing Plan and shall update it every five years.	Finance Department, in conjunction with all departments	Annually; major update every five years.	MPFP update scheduled for September 2008; last update occurred in May 2006.
Public Facilities and Services Funding			
4.3 – The City shall maintain and periodically update the <i>Major Projects Financing Plan</i> and update water, sewer, and drainage master plans.	Public Works Department Finance Department City Council	Ongoing	See status for Implementation Programs 4.1 and 4.2.
4.4 – The City will maintain development fee	Public Works Department	Ongoing	Current update in process.

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schedules consistent with its updated <i>Master Projects Financing Plan</i> .	Finance Department City Council		
Water Supply and Delivery			
<p>4.5 – The City shall conduct a study of future water supply alternatives to determine the most appropriate long-term water supply to serve Woodland. This study will include the following components, as deemed appropriate to implement Policy 4.C.1.</p> <p>a. Examination of the costs and feasibility of various surface water supplies (e.g. obtaining water rights, transfers, or exchanges) for domestic and/or agricultural use within the Woodland area.</p> <p>b. Consideration of water management programs such as conjunctive use and recharge.</p>	Public Works Department		<p>The City completed a Surface Water Supply Feasibility Study for municipal water supply in 2006. Because of wastewater restrictions and future water quality concerns the study found that the City may need to consider changes to its supply. As a result, the City has entered a joint project, Davis/Woodland Water Supply Project, with the City of Davis, and UCC Davis to fund an EIR to look at water supply alternatives. The City Council adopted and certified the EIR in November 2007.</p>
<p>4.6 – The City shall update the <i>Urban Water Management Plan</i> to include water conservation and management measures, as required by state law. The City shall endeavor to implement projects that have a benefit to cost ratio greater than 1:1. The City shall strive to measure the results of water conservation and management measures that are implemented.</p>	City Council Public Works Department	Completed 2000, every 5-years.	Completed the Urban Water Management Plan in 2005. The City is working toward implementing water conservation measures. Have determined that additional funding will be required to fully implement further water conservation measures.
<p>4.7 – The City shall complete a source water assessment that is consistent with State regulations.</p>	Public Works Department	FY 02-03	Done in FY 02-03
Wastewater Collection, Treatment, Disposal, and Reuse			
4.8 – In connection with the <i>Wastewater</i>	Public Works Department	FY 01-02 to 04-	Being done in conjunction with the

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<i>Treatment and Disposal Master Plan</i> update, the City will investigate potential nuisance associated with odor at the plant, and will identify and implement buffer zone requirements or operational changes at the plant to address these issues including alternative disinfection procedures.		05	treatment plant expansion – upgrades to a tertiary system. The City has changed its disinfection process to a UV system rather than chlorination. It has also been found that the tomato processing plant located next to the treatment plan may be contributing to the odors.
4.9 – The City will undertake a study of the feasibility of the use of reclaimed water through the Wastewater Treatment and Disposal Program.	Public Works Department	FY 01-02 to 04-05	The study has been put on hold and may be considered as part of a future update of the Wastewater Master Plan.
Storm Water Drainage			
4.10 – The City shall implement NPDES Phase II storm water regulations.	Public Works Department Planning Commission City Council	FY 01-02	The City continues to implement the requirements of the Storm Water Management Plan to ensure compliance with the municipal Storm Water Permit issued by the State Water Resources Control Board.
4.11 – The City shall identify illicit and unapproved discharges and implement corrective measures to comply with state and federal regulations.	Public Works Department	Ongoing	The City continues to identify illicit and illegal discharges to the storm water conveyance system as outlined in the City's Storm Water Management Plan. Identification of illicit discharges is done by visual inspections of the storm water conveyance system. A process to trace illicit discharges has also been established and is adhered to when such discharges are detected.
4.12 – The City shall prepare and adopt a	Public Works Department	FY 02-03 to 03-	The Storm Water Master Plan was

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comprehensive storm water ordinance to implement the updated <i>Storm Drainage Master Plan</i> to address the quality and quantity of storm water runoff.	Planning Commission City Council	04	completed in 2006. The City adopted a Storm Water Ordinance in 2003.
Solid Waste Collection and Disposal			
4.13 – The City shall periodically review and update the Source Reduction and Recycling Element and evaluate progress in achieving stated source reduction goals.	Public Works Department	Ongoing	The City evaluates progress toward meeting reduction goals, by submittal of an annual diversion report to the State pursuant to AB 939.
Law Enforcement			
4.14 – The City shall update the plan for police services based on future development trends. The City shall incorporate necessary service equipment and facilities into the Major Projects Financing Plan.	Police Department Finance Department	Ongoing	Developing funding for radio upgrades as part of the YECA (Yolo Emergency Communications Agency) strategic plan.
4.15 – The City shall continue to offer youth service programs.	Police Department	Ongoing	DARE, School Resource Officer Program, Youth Services Diversion Program, Gang Prevention.
Fire Protection			
4.15a – The City shall continue to implement the recommendations in the <i>City of Woodland Fire Department Organizational Assessment and Master Plan</i> adopted by the City Council on January 16, 2001. The City shall incorporate necessary service equipment and facilities into the <i>Major Projects Financing Plan</i> .	Fire Department Finance Department	FY 01-02	The City plans to update the Fire MP (adopted 2001) in cooperation with the General Plan update. Key areas include updating the Response Time Standards, implementation of Engine Company #5 and construction of Fire Station #5 in Spring Lake, development and implementation of the Fire Training Center at Fire Station #3, and the upgrade/replacement of various components in the Fire Department's fleet and facilities

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Information Technology			
4.16 – The City shall designate, within a City department or agency, technology coordination function with responsibility for oversight over communitywide information technology infrastructure development. This department or agency should have sufficient authority to conduct standards planning and enforcement.	City Council City Manager Finance Department Library Board	Ongoing	An Information Services division has been established under the Finance Department and an Information Services Strategic Plan was completed in October 2005.
4.17 – The City shall study the use of City right-of-way to foster development of a “public utility” telecommunications infrastructure to provide high-speed networking throughout the community, and to make the community attractive to information based businesses.	Public Works Department City Manager	Completed 2002	The establishment of a Technology Steering Committee to coordinate efforts in this area has not occurred.
4.18 – The City shall continue to develop and expand the telecommunications program at the Library.	Library Services Department Library Board City Council	Ongoing	The Library’s public access network has been expanded to include access to a vast number of databases and information sites. Its online library catalog allows users to search for materials at the Library as well as the public libraries for Sacramento, Folsom, Colusa, and Sutter. Free wireless internet access is available throughout the Library and the Leake Community Room.
Parks and Recreation Development Framework			
5.1 – The City shall prepare and maintain a Park and Recreation Master Plan to identify locations of major parks and recreational facilities, specific criteria and standards for the development of	City Council Parks, Recreation and Community Services Commission	Completed 1998; update every five years.	Parks and Recreation Master Plan adopted in September 2004.

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sports and recreation facilities, funding sources for the development and maintenance of parks, recreation centers, and open space resources. This shall include provision for the development of new parks in connection with new development and the development of parks to address existing deficiencies.	Parks, Recreation and Community Service Department		
5.2 – The City shall adopt the Quimby Act Ordinance which will require developers to dedicate a minimum of five acres of acceptable parkland per 1,000 residents.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission City Council	FY 02-03	The City's Parks and Recreation Master Plan has a stated goal of 6 acres per 1000 residents by 2020. The Master Plan indicated that an additional 277.62 acres are required to meet this goal.
Diversity in Recreation			
5.3 – The City shall conduct regular surveys to determine specific recreation needs of all age groups, the physically and mentally challenged, and special interest groups.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission	Ongoing	A survey was completed as part of the Parks, Recreation and Community Services Master Plan five year update.
Community Senior Centers			
5.4 - The City shall develop a multipurpose community/senior center.	Parks, Recreation and Community Services Department City Council	FY 01-02 to 06-07	The facility was opened in March 2007.
Child Care Supply and Quality			
5.5 – The City shall review and revise as necessary Zoning Ordinance provisions affecting child care facilities to ensure that they do not pose unnecessary hindrances to the development	Community Development Department Parks, Recreation, and Community Services	FY 96-97	While a zoning ordinance update has not occurred, to date there are no identified hindrances to provision of child care services in commercial and

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of child care facilities and to allow on-site child care at commercial and industrial locations when the location is safe for children.	Commission		industrial locations.
Arts and Culture			
5.6 – The City shall develop and adopt an “Art in Public Places” ordinance.	Parks, Recreation and Community Services Department City Council Yolo County Arts Council	FY 03-04	Public art is a requirement of the Community Design Standards. An Art in Public Places ordinance has not been adopted.
Community Involvement and Participation			
5.7 – The City shall hold periodic “youth sessions” where issues related to youth are discussed, including participation by the youth in the development of the agendas for these sessions.	City Council	Ongoing	The item was discussed, but specific actions, such as appointment of a “student council” member has not occurred.
Community Diversity			
5.8 – The City shall review all policies to ensure compliance with the open door policy.	Personnel Board Assistant City Manager City Council	Ongoing	Ongoing.
Family and Youth			
5.9 – The City shall continue to hold annual joint City Council Woodland Joint Unified School Board roundtable meetings to allow presentation and discussion of educational issues and concerns.	City Council School Board	Annually	The City Council holds regular 3x2 meetings with the school board.
5.10 – The City shall allocate human and/or financial resources from time to time to provide encouragement and support for learning activities offered to the youth of the whole community by local libraries, museums, youth groups, educational facilities, recreational	Library Services Department Library Board City Council	Ongoing as needed.	In FY 06-07, the Library had on file 6,942 library cards for children 14 years or younger, spent \$46,000 for children’s materials, and gave 128 programs for preschool children and 85 programs for school age children through its Children

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facilities, and learning centers.			and Youth Services staff.
Historic Preservation General			
6.1 – The City shall update the Historic Preservation Ordinance to conform to state and federal guidelines for establishing a preservation ordinance.	Historic Preservation Commission Community Development Department City Council	FY 02-03	CDD staff is in the process of investigating provisions in conjunction with an application for Certified Local Government Status.
6.2 – The City shall apply for Certified Local Government status so as to enter into agreement with the State Historic Preservation Office (SHPO) in order to have local authority to designate local historic districts, structures, and sites and become more competitive for SHPO grants.	Historic Preservation Commission City Council	FY 03-04	CDD staff is working with the State Office of Historic Preservation on an application for Certified Local Government Status. Anticipated by Summer 2008.
6.3 – The City shall complete the Historic Resources Inventory for all historically and architecturally significant buildings within the redevelopment area.	Historic Preservation Commission Redevelopment Agency	Completed January 1998	A historic resources inventory has been completed for downtown, but a more comprehensive survey of residential neighborhoods is required. Assistance for survey may be dependent on the City's designation as a Certified Local Government and availability of grant funds.
Economic Incentives for Historic Preservation			
6.4 – The City shall establish a Downtown Historic Preservation District and nominate the District for listing on the National Register of Historic Places. The Secretary of the Interior's <i>Standards for Historic Rehabilitation</i> will serve as the governing design guidelines for preservation projects within the District. The City shall encourage property owners to	Community Development Department Historic Preservation Commission City Council	Completed 1999	Ongoing; the Historic district is included within the Downtown Specific Plan.

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rehabilitate historic buildings within the District and capture the special tax incentives through Federal Preservation Tax Credit program.			
6.5 – The City shall pursue development of a revolving loan fund to assist private commercial property owners with the seismic upgrade of unreinforced masonry (URM) buildings.	Community Development Department Historic Preservation Commission Redevelopment Agency	Ongoing	Assistance for URM masonry assistance is considered on a case by case basis. New second floor rehabilitation financing program now in place. City Council allocated \$600,000 for the program on July 31, 2007.
6.6 – The Redevelopment Agency shall develop funding sources to assist in the provision of technical assistance for the rehabilitation of historic properties in the Redevelopment District.	Community Development Department Redevelopment Agency		Redevelopment funding triggers prevailing wage requirements for construction. However, RDA funds may be utilized to assist in technical studies.
6.7 – The City shall establish and maintain a roster of local architects and design professionals who have an interest in historic preservation and would be willing to provide technical assistance to the community as a public service.	Historic Preservation Commission Community Development Department	Ongoing	This is an ongoing process.
Historic Residential Neighborhoods			
6.8 – The City shall review the Zoning Ordinance text and map to consider the relationship of zoning districts to the boundaries of historic neighborhoods. As necessary, the City will revise R-1 and NP zone boundaries for protection of historic neighborhoods. If warranted, the City will downzone in certain residential and transitional areas to protect historic resources.	Community Development Department Historic Preservation Commission Planning Commission City Council	FY 02-03	Development of the Historic Design Guidelines has not occurred. Consideration of appropriate zoning will be included in an update of the zoning ordinance. The Historic Preservation Commission will be evaluating some recommendations as part of its FY 07-08 work program.
Coordination of Historic Preservation Efforts			
6.9 – The City shall designate a Historic	Community Development	Ongoing	The existing code does not designate a

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Preservation Officer within the Community Development Department who shall coordinate the review of city preservation projects, as necessary, at the local, state, and federal level, and act as staff to the Historic Preservation Commission.	Department Historic Preservation Commission City Council		Historic Preservation Officer. Evaluation will be considered with review of Certified Local Government provisions. A CDD staff person serves as staff to the HPC.
6.10 – The Historic Preservation Commission shall meet at least once annually with the City Council at a study session to discuss historic preservation progress and goals.	Historic Preservation Commission City Council	Annually	HPC provides an annual report to the City Council.
Historic Education and Awareness			
6.11 – The City shall expand and update the <i>Walking Tour</i> booklet of historic neighborhoods for publication as a community educational resource.	Historic Preservation Commission Community Development Department	Completed; Update FY 02-03	HPC has designated a subcommittee to work on an update of the <i>Walking Tour</i> books. CDD staff is meeting on a regular basis with a working group on the booklets.
6.12 – The City shall establish and maintain an archive of historical and architectural works and documents relevant to preservation in Woodland.	Historic Preservation Commission Community Development Department	Partially completed; Ongoing.	In process.
6.13 – The City shall continue to update the “Historic Preservation Scrapbook” at the Woodland Public Library.	Historic Preservation Commission	Ongoing	Ongoing.
6.14 – The City shall actively participate with other local volunteers in the annual Woodland “Stroll Through History”.	Historic Preservation Commission	Annually	Ongoing.
6.15 – The City shall prepare an annual newsletter regarding historic preservation efforts and activities and benefits to be sent to owners of historically-designated properties and others with an interest in historic preservation.	Historic Preservation Commission	Annually	The City now publishes an electronic newsletter and provides information on historic preservation efforts and activities in the newsletter.

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Water Resources			
7.1 – The City shall monitor any activities that may degrade the aquifers of Cache Creek as it affects City water supplies.	Public Works Department	Ongoing	Ongoing.
Fish and Wildlife Habitat			
7.2 – In conjunction with Yolo County and other cities in the county, the City shall adopt the countywide Habitat Conservation Plan/Natural Communities Conservation Plan to mitigate the impacts of projected growth on plant and wildlife habitats in the Woodland area.	Community Development Department Planning Commission City Council	FY 02-03	The countywide HCP/NCCP is still in development. The City is a full participant in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swainson's hawk habitat conservation easements.
Flood Hazard and Protection			
8.1 – The City shall revise the Floodplain Ordinance.	Community Development Department City Council	FY 02-03	Public workshop held on April 26, 2005. The review of the existing Ordinance and draft changes are underway. The City is also working with the Regional water agency toward a long-term solution of deep flooding issues.
Fire Hazards			
8.2 – The City shall revise and update its Fire Prevention Code every three years.	Fire Department	FY 02-03	City Council adopted Fire Code update in January 2008.
Hazardous Materials			
8.3 – The City of Woodland Fire Department shall perform quarterly exercises with the County of Yolo Hazardous Materials Team to maintain proficiency in hazardous materials response.	Fire Department	Quarterly	The City has a Hazardous Materials Coordinator and conducts quarterly countywide training exercises and the department trains every other month. The department continues to develop its hazardous materials response program and integrate it with West Sacramento.

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Emergency Response			
8.4 – The City shall <i>conduct Emergency Response Plan</i> training exercises at the management and operational levels on an annual basis to ensure that an adequate plan and program can be activated in the event of an emergency. These training exercises shall be designed to coincide with the beginning of the risk period for known community hazards.	All City Departments	Annually	New exercise date needs to be scheduled. Staff currently certified in ICS-100 (Incident Command System) and ICS-700 and certain personnel trained in ICS-200 and ICS-300.
Economic Development and Business Retention/Expansion			
9.1 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Retention and Expansion program.	Community Development Department	Ongoing	The City recently designated a new Economic Development Manager dedicated to economic development. Staff is fielding leads for expanding businesses and responding to business retention also.
9.2 – The City and Chamber of Commerce shall continue its monthly visits with businesses to assess the business climate in Woodland.	City Council Community Development Department Woodland Chamber of Commerce	Ongoing	The City will implement a “Business Appreciation” program for regular visits to businesses throughout the City to identify areas for improvement and assess the overall business climate. Visits will include key City staff. Staff has visited several businesses. City staff will be inviting the Chamber of Commerce to participate in visits.
9.3 – The City shall develop a business expansion and retention program on an industry-by-industry basis to open lines of communication between business and local government, market	Community Development Department	Ongoing	New programs including Business Appreciation, partnering with real estate brokers, use of new Woodlandbiz.org website (Woodland Business

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public and private employment training programs, and business assistance services, gather data and identify market gaps that can be filled by new or existing local businesses.			Prospector), a GIS-based site selection website link have been established through the ED Manager position.
Business Attraction and Formation			
9.4 – The City shall implement the specific actions listed in Economic Development for the Business Attraction Program.	Economic Development Committee of the Redevelopment Agency Community Development Department Chamber of Commerce	Ongoing	See the status provided in Implementation Program 9.3.
9.5 – The City shall prepare an inventory of vacant industrially and commercially – zoned or potentially redevelopable parcels fronting on major arterial roads and identify areas where industrial or commercial nodes would be appropriate.	Community Development Department	Ongoing	City has developed a GIS query data base for public review of potentially redevelopable and vacant parcels. Staff is coordinating with real estate brokers to list sites. Once an intern is hired, staff will develop a shopping center inventory to look at underutilized sites for reuse.
9.6 – The City shall annually evaluate its progress in its economic development efforts and make plans for additional actions for updating and implementing the <i>Economic Development Strategic Plan</i> .	Economic Development Committee of the Redevelopment Agency Community Development Department	Annually	In July 2007, the City Council approved the Economic Development Action Plan Update.
Downtown Economic Development			
9.7 – the City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Downtown program.	Economic Development Committee Community Development Department	FY Ongoing	Multiple efforts including the Economic Development Plan, Redevelopment Implementation Plan and Budget address the Downtown, as well as the Downtown Specific Plan.

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9.8 – The City shall implement a retail recruitment and management program for the City's central business district to maintain a competitive Downtown and to retain existing and attract new businesses.	Community Development Department Downtown Improvement Association Chamber of Commerce	Ongoing	The City hired a consultant in FY 04-05 to prepare a Property Based Improvement District (PBID) feasibility analysis which would ultimately improve the downtown services and fund a downtown coordinator. PBID was not approved. ED Manager working with Planning and Redevelopment Agency staff on several major downtown redevelopment projects and in FY 08-09 will work to improve the downtown baseline services.
Tourism			
9.9 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the tourism Development Program.	Economic Development Committee Community Development Department Chamber of Commerce	Ongoing	The City partners with the Yolo County Visitors Bureau (YCVB). In 2004, the City established a Visitor Attraction District where hoteliers were required to assess guests 1%. In 2004, the City Council agreed to fund the YCVB. Funding was not provided for FY 07-08. Staff continues to work with the YCVB on branding Yolo County communities for tourism.
Administration and Implementation			
10.1 – The Planning Commission shall review the General Plan annually, focusing principally on actions undertaken in the previous year to carry out the implementation programs of the Plan. The Planning Commission's report to the City Council shall include, as the Commission	Community Development Department Planning Commission	Annually	The Planning Commission reevaluates its work program every year. At that time implementation of the General Plan is reviewed as part of the work program.

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deems appropriate, recommendations for amendments to the <i>General Plan</i> . This review shall also be used to satisfy the requirements of Public Resources Code 21081.6 for a mitigation monitoring program.			
10.2 – The City shall conduct a major review of the <i>General Plan Policy Document</i> and Background Report, beginning every five years from the date of final approval of this <i>General Plan</i> , and shall revise it as deemed necessary.	Community Development Department City Boards and Commissions Planning Commission City Council	FY 01-02; Every five years.	Review expected to occur as part of 10-year General Plan Update which began last year.
10.3 – The City shall investigate and implement, as appropriate, the mechanisms to be used for funding five-year update of the General Plan.	Community Development Department Finance Department City Manager	Ongoing	General Fund is utilized at this time.
10.4 – The City shall review and amend, as necessary, applicable ordinances and regulations referenced herein to ensure consistency with the General Plan. These shall include the following: a. Zoning Ordinance b. Subdivision Ordinance c. Building Code	Community Development Department Public Works Department City Council	FY as necessary; Ongoing	Ongoing.
10.5 – The City shall implement the provisions of this General Plan through its ongoing project review process.	Community Development Department Planning Commission City Council	Ongoing	Ongoing.

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